

**BY ORDER OF THE COMMANDER
934TH AIRLIFT WING**

**934TH AIRLIFT WING INSTRUCTION
21-113**



10 JULY 2012

Maintenance

**CRASH, DAMAGED, OR DISABLED
AIRCRAFT RECOVERY (CDDAR)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-publishing website at www.e-publishing.af.mil

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 934 MXS/MXMT

Certified by: 934 MXG/CC
(Colonel Cam J. LeBlanc)

Supersedes: 934AWI21-113, 29 April 2009

Pages: 8

This instruction implements and complies with the requirements levied by Air Force Instruction (AFI) 21-101, AFRC Sup 1, *Aircraft and Equipment Maintenance Management*, and AFI 10-2501, AFRC Sup 1, *Air Force Emergency Management (EM) Program Planning and Operations*. This Airlift Wing Instruction (AWI) assigns responsibilities and outlines procedures for implementing an effective Crash, Damaged, or Disabled Aircraft Recovery (CDDAR) program. This AWI is applicable to all personnel under the functional control of the 934th Airlift Wing Commander. Ensure that all records created as a result of a process prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afirms/afirms/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF FORM 847s from their field through the appropriate functional chain of command.

SUMMARY OF CHANGES

The newly published Technical Order (TO) 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual*, directs CDDAR personnel on responsibilities and safety procedures. This AWI supplements TO 00-80C-1 by providing local guidance to crash recovery incidents. This instruction has been substantially revised to delete conflicting or redundant information and must be completely reviewed. All references to *Full Spectrum Threat Response (FSTR) Plan* were replaced with *Comprehensive Emergency Management Plan (CEMP) 10-2*.

1. General. This publication provides local guidance for aircraft recovery/removal in the event of crash/disabled aircraft. The CDDAR program is designed to recover a crash, damaged or disabled aircraft in a minimum amount of time, with consideration given to the requirements of opening runways for operational use, preventing secondary damage to the aircraft, and preserving evidence for mishap or accident investigation. Refer to Minneapolis-St Paul International Airport Air Reserve Station (MSP ARS) CEMP 10-2 for related response requirements and Airport Joint Use Agreement (AJUA) for responses on Metropolitan Airport Property.

2. Responsibilities.

2.1. The Incident Commander (IC), as determined by TO 00-80C-1 and AFI 10-2501, is the person in charge at incident until all emergency response actions are completed. Transfer of command to recovery organizations (to include the CDDAR Team Chief) will occur after the hazard mitigation is complete.

2.2. The Emergency Operations Center (EOC), under the authority of the EOC Director, develops a recovery plan, which will be approved by the IC before it is implemented.

2.3. Unit commanders will be familiar with the MSP ARS CEMP 10-2 and AJUA. They will ensure requirements levied on personnel and/or equipment within their unit is achieved to meet CDDAR operational needs.

2.3.1. The Maintenance Group Commander or designated representative will:

2.3.2. Be the point of contact for Aircraft Maintenance for the purpose of accomplishing all duties and responsibilities.

2.3.3. Ensure ground maintenance operations within 1000 feet of aircraft incident/mishap involving advanced aerospace materials/composites cease, until advised by Bioenvironmental Engineer (BEE) on hazards, protective equipment and procedures required.

2.3.4. Respond accordingly with requests to obtain weapons system-specific hazardous information pertaining to the mission design series aircraft involved in mishaps, and provide such information to the Incident Commander (IC) or Senior Fire-fighting Official (SFO) on an as-needed basis.

2.3.5. Direct the acquisition and use of necessary aircraft maintenance related equipment to support all phases of the accident response/recovery/investigation.

2.4. Civil Engineering Environmental Management (EM) and BEE will advise the EOC and IC of hazardous material handling procedures. The Hazardous Materials (HAZMAT) response team will mitigate release of HAZMAT materials and the Civil Engineering EM will ensure clean-up and disposal of all hazardous materials are accomplished per the Hazardous Materials Emergency Planning and Response Plan.

2.4.1. The BEE will advise the EOC Director and IC on the type(s) of personal protective equipment (PPE) required to perform recovery of an aircraft containing composite/hazardous materials from the BEE recommended procedures list and TO 00-80C-1.

2.4.2. In consultation with the CDDAR team chief, BEE will provide annual briefings to the CDDAR team of their responsibilities, duties, appropriate PPE usage, and types that may be required to eliminate possible health hazards.

2.4.3. The BEE will be available during crash recovery operations to provide exposure monitoring of personnel involved in CDDAR and clean-up operations; to include respirator fit testing, heavy metal testing or other necessary evaluations.

2.5. The 934th Airlift Wing Safety office (AW/SE) will:

2.5.1. Advise the IC and EOC Director of safety hazards and concerns to ensure safe aircraft recovery operations; provide CDDAR team chiefs with assistance and guidance in obtaining resources as needed to rectify unsafe conditions.

2.5.2. Provide a munitions representative for issues involving aircraft containing explosives-related hazards. If unavailable, 934 AW/SE will coordinate with the Maintenance Representative for acquiring munitions personnel from the MXG to accomplish Munitions Representative duties.

2.6. The 934 MXG/MXQ, Quality Assurance (QA) Superintendent or designated representative will:

2.6.1. Ensure all aircraft AFTO Form 781 series forms, servicing equipment, and personnel training records are impounded upon notification of an accident/mishap.

2.6.2. Inform the Maintenance Operations Center (MOC) to lock-out and/or isolate G081 records on the affected aircraft.

2.6.3. Provide aircraft weight and balance program support to the CDDAR team chief, as requested.

2.7. The CDDAR team chiefs will:

2.7.1. Be listed on the Special Certification Roster (SCR), the base emergency and mobilization rosters for contact after normal duty hours.

2.7.2. Conduct an annual briefing with all the agencies involved in the CDDAR process. The briefing will outline the CDDAR team responsibilities. A tabletop exercise will also be conducted to verify validity of telephone numbers, exercise checklists, as well as personnel capabilities. Possible responses will be discussed to evaluate preparedness to various scenarios.

2.7.3. Ensure the CDDAR equipment is listed, maintained and prepared to rapidly deploy crash recovery equipment and personnel for aircraft as directed by HQ AFRC/LGRC.

2.7.4. Direct and coordinate all CDDAR operations as instructed by the IC or EOC. The IC or EOC will contact the CDDAR Team Chief when incident area is safe for recovery operations to begin. The CDDAR Team Chief will complete the Crashed, Damaged, or Disabled Aircraft Recovery Team Chief Checklist.

2.7.5. Report to the assembly area (with the required team members), as determined by the maintenance representative.

2.8. The Maintenance Operations Center (MOC) will:

2.8.1. Act as the Unit Control Center (UCC) for the MXG and accomplish all telecommunications necessary to support the recovery operations.

2.8.2. Maintain an events log of all pertinent and significant facts/events that take place during CDDAR operation(s).

2.8.3. Contact the 27th Aerial Port Squadron who will provide an All-Terrain Forklift and driver when the requirement has been communicated by the IC.

2.8.4. Contact the Base Fuels Office, who will stand by to provide de-fueling vehicle(s) as directed by the IC.

2.9. 934 Logistics Readiness Squadron (LRS)/LGRDDO, Vehicle Operations will: provide a truck-tractor to transport the CDDAR trailer as directed by the EOC to the accident site during normal duty hours and LGRVO after normal duty hours. In the event of an off-base accident/incident, Vehicle Operations support may be requested through the EOC to provide transport of the CDDAR team and equipment to the site if a qualified operator is available. If a crane is required, contact the local area crane company. (See Attachment 2 for contact information.)

3. Requirements.

3.1. A minimum initial response CDDAR Team will consist of the CDDAR Team Chief and six team members with all or some possessing the following certifications: flight line driver's license (minimum two) and forklift driver's license (minimum one).

3.2. The recovery team at a minimum will consist of a CDDAR Team Chief and a team of personnel based upon condition of aircraft and environment. See current Letter of Delegation for CDDAR Members in continuity book.

3.3. Lifting equipment, PPE, and CDDAR tools/consumables are contained in CDDAR Trailer and two each Internal Slingable container Unit (ISU)-90's. Additional tools that may be needed are listed in TO 00-80C-1, Chapter 5. Contact HQ 22AF/A4M for assistance with obtaining additional needed equipment not on hand.

3.4. **WARNING:** Incidents involving aircraft made up of a composite structure may cause serious injury or death to those in contact with it, BEE has established a minimum list of PPE for this hazard: respirator-full face with P-100 filters, Tyvek suite w/hood, gloves nitrile/leather, steel-toe work boots, and safety goggles or face shields.

4. Transient Aircraft Responsibilities.

4.1. CDDAR equipment on station is limited to assigned home station airframe. The 934 MXG/CC will ensure additional special equipment and unique requirements for transient aircraft is obtained from applicable sources as directed by HQ AFRC/A4MY ([Attachment 2](#)).

4.2. CDDAR team chief will notify MOC to contact owning organization to obtain necessary expertise and guidance from appropriate sources. [For Headquarters AMC transient aircraft, MOC will contact the home base through HQAMC/XOCL at DSN 229-1963.] Transient aircraft home bases and BEE must be contacted to determine composite material risks and requirements for PPE. All team members will be briefed on special requirements/health and safety concerns associated with transient aircraft recovery.

4.3. All base organizations will provide assistance with transient aircraft (including civilian aircraft) recovery operations as directed.

4.4. CDDAR support for Geographically Separate Units (GSUs) will be provided as required.

5. Support for CDDAR and contact after Normal Duty Hours.

5.1. During non-duty hours, all CDDAR team members will report to the base immediately upon being notified. The CDDAR Team Chief may request additional maintenance personnel support, as needed, by contacting the MOC.

5.2. Contact BOS/LGRV, Vehicle Maintenance Supervisor, for driver and tractor support for the CDDAR Trailer.

5.3. See the CDDAR Continuity Book, located with Team Chief, for current memorandums and support agreements.

DARRELL G. YOUNG, Colonel, USAFR
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 10-2501, AFRC Sup 1, *Air Force Emergency Management (EM) Program Planning and Operations*, 23 August 2011

AFI 21-101, AFRC Sup 1, *Aircraft and Equipment Maintenance Management*, 13 January 2011

AFMAN 33-363, *Management of Records*, 1 March 2008

MSP ARS CEMP 10-2, *Comprehensive Emergency Management Plan*, 1 September 2011

TO 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual*, 5 October 2011

Adopted Forms

AFTO Form 781, Series

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRIMS—Air Force Records Information Management System

AJUA—Airport Joint Use Agreement

AW/SE—Airlift Wing Safety Office

BEE—Bioenvironmental engineer

BOS/LGRV—Base Operating Service

CDDAR—Crash, Damaged, or Disabled Aircraft Recovery

CEMP—Comprehensive Emergency Management Plan

CRT—Crash Recovery Team

EM—Emergency Management

EOC—Emergency Operations Center

FSTR—Full Spectrum Threat Response

HAZMAT—Hazardous Material

IAP—International Airport

IAW—In Accordance With

IC—Incident Commander

ISU-90—Internal Slingable container Unit

LRS—Logistics Readiness Squadron

MOC—Maintenance Operations Center

MSP ARS—Minneapolis-St. Paul Air Reserve Station

MXG—Maintenance Group

OPR—Office of Primary Responsibility

ORM—Operational Risk Management

PPE—Personal Protective Equipment

QA—Quality Assurance

RDS—Records Disposition Schedule

SCR—Special Certification Roster

SFO—Senior Fire-fighting Official

UCC—Unit Control Center

Attachment 2**POINT OF CONTACT LIST – KEY PERSONNEL AND RESOURCES**

Twin Cities Transport & Recovery, Inc.
1396 Concordia Ave. St. Paul, MN 55104
Phone: 651-642-1446 Cell: 612-867-5554
Fax: 651-642-0010
www.tctr.us

For AMC Aircraft: Tanker Airlift Control Center (TACC),
Scott AFB, ILLINOIS.
Comm: 1-800-247-6625

AFRC Crash Recovery Superintendents:

- A) HQ AFRC/A4MY: DSN: 497-1645 Comm: 478-327-1645
- B) 4AF/A4MY: DSN: 447-7643 Comm: 951-655-7643
- C) 10AF/LGMA: DSN: 739-5155 Comm: 817-782-5189
- D) 22AF/A4M: DSN: 625-3853 Comm: 678-655-3853